

**DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana**

**Annual Financial Statements  
With Independent Auditor's Report  
As of and for the Year Ended  
December 31, 2010  
With Supplemental Information Schedules**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 6/29/11

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana

Annual Financial Statements  
With Independent Auditor's Report  
As of and for the Year Ended December 31, 2010  
With Supplemental Information Schedules

C O N T E N T S

	<u>Statement</u>	<u>Page No.</u>
<b>Independent Auditor's Report</b>		3
<b>Required Supplemental Information (Part I)</b>		
Management's Discussion and Analysis		6
<b>Basic Financial Statements</b>		
Government-Wide Financial Statements:		
Statement of Net Assets	A	11
Statement of Activities	B	12
Fund Financial Statements:		
Governmental Funds:		
Balance Sheet	C	13
Reconciliation of the Governmental Funds Balance Sheet to The Financial Statement of Net Assets		14
Statement of Revenues, Expenditures, and Changes in Fund Balances	D	15

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Contents, December 31, 2010

CONTENTS (CONTD.)

Statement Page No.

Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances To the Statement of Activities		16
---	--	----

Fiduciary - Agency Funds:

Statement of Fiduciary Net Assets	E	17
Notes to the Financial Statements		18

**Required Supplemental Information (Part II):**

Schedule Page No.

Budget Comparison Schedule	1	33
Note to Budgetary Comparison Schedule		35
Employee Health Care Plan - Schedule of Funding Progress	2	36

**Reports Required by Government  
Auditing Standards (Part IV)**

**Independent Auditor's Report Required by  
*Government Auditing Standards:***

Independent Auditor's Report on Compliance and Internal Control Over Financial Reporting		39
Schedule of Findings and Questioned Costs	3	41
Summary Schedule of Prior Audit Findings	4	42

**MARY JO FINLEY, CPA, INC.**

A PROFESSIONAL CORPORATION

116 Professional Drive - West Monroe, LA 71291

Phone (318) 329-8880 - Fax (318) 329-8883

**Independent Auditor's Report**

HONORABLE BRAD BURGET  
DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana

I have audited the accompanying financial statements of the governmental activities and major fund of the District Attorney of the Seventh Judicial District, a component unit of the Concordia Parish Police Jury, as of December 31, 2010, and for the year then ended, which collectively comprise the District Attorney's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District Attorney of the Seventh Judicial District's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audit contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position and major fund of the District Attorney of the Seventh Judicial District as of December 31, 2010, and the respective changes in financial position for the year then ended in conformity with U.S. generally accepted accounting principles.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 6 through 9, the budgetary comparison information on pages 33 through 35, and the schedule of funding progress for the retiree healthcare plan on page 36 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with managements' responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Concordia Parish, Louisiana  
Independent Auditor's Report,  
December 31, 2010

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District Attorney of the Seventh Judicial District's office basic financial statements as a whole. The supplemental information schedules listed in the table of contents are presented for the purpose of additional analysis and are not a required part of the financial statements of the District Attorney of the Seventh Judicial District. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

In accordance with *Government Auditing Standards*, I have also issued a report dated May 24, 2011, on the District Attorney of the Seventh Judicial District's compliance with laws and regulations, and my consideration of the agency's internal control over financial reporting. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of my audit.



West Monroe, Louisiana  
May 24, 2011

**REQUIRED SUPPLEMENTARY INFORMATION**  
**PART I**

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

**Management's Discussion and Analysis**  
December 31, 2010

As management of the District Attorney of the Seventh Judicial District, I offer readers of the District Attorney of the Seventh Judicial District's financial statements this narrative overview and analysis of the financial activities of the District Attorney of the Seventh Judicial District for the fiscal year ended December 31, 2010. Please read it in conjunction with the basic financial statements and the accompanying notes to the financial statements.

**Overview of the Financial Statements**

This Management Discussion and Analysis document introduces the district attorney's basic financial statements. The annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (Government-wide Financial Statements) provide information about the financial activities as a whole and illustrate a longer-term view of the district attorney's finances. The Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Fund (Fund Financial Statements) tell how these services were financed in the short term as well as what remains for future spending. Fund Financial Statements also report the operations in more detail than the Government-Wide Financial Statements by providing information about the most significant funds. This report also contains other supplementary information in addition to the basic financial statements themselves.

Our auditor has provided assurance in her independent auditor's report that the Basic Financial Statements are fairly stated. The auditor, regarding the Required Supplemental Information and the Supplemental Information is providing varying degrees of assurance. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each of the other parts in the Financial Section.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the District Attorney of the Seventh Judicial District's finances, in a manner similar to a private-sector business.

The *statement of net assets* presents information on all of the District Attorney of the Seventh Judicial District's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District Attorney of the Seventh Judicial District is improving or deteriorating.

The *statement of activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (for example, earned, but unused, sick leave).

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District Attorney of the Seventh Judicial District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District Attorney of the Seventh Judicial District can be divided into two categories: governmental funds and fiduciary (agency) funds.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District Attorney of the Seventh Judicial District adopts an annual appropriated budget for the general fund and the special revenue fund. A budgetary comparison statement is provided for the major funds to demonstrate compliance with this budget.

**Fiduciary funds.** Fiduciary (agency) funds are used to account for resources held for the benefit of parties outside the government. Since these resources are not available to support the District Attorney of the Seventh Judicial District's programs, Fiduciary (agency) funds are not reflected in the government-wide financial statement.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other Information.** In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the District Attorney of the Seventh Judicial District's performance.

### **Government-wide Financial Analysis**

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, assets of the District Attorney of the Seventh Judicial District exceeded liabilities by \$9,003. The District Attorney of the Seventh Judicial District's net assets reflects its investment in capital assets (e.g., equipment), less any related debt used to acquire those assets that is still outstanding is more than the total net assets. These assets are not available for future spending.



An additional portion of the District Attorney of the Seventh Judicial District's net assets represents resources that are subject to external restrictions (e.g., debt service). The balance in unrestricted net assets is affected by two factors: 1) resources expended, over time, by the District Attorney of the Seventh Judicial District to acquire capital assets from sources other than internally generated funds (i.e., debt), and 2) required depreciation on assets.

**STATEMENT OF NET ASSETS**  
Governmental Funds

	<u>2010</u>	<u>2009</u>
<b>ASSETS</b>		
Cash and cash equivalents	\$86,783	\$57,539
Receivables	21,160	22,848
Prepaid assets		585
Capital assets (net of accumulated depreciation)	<u>65,239</u>	<u>70,351</u>
<b>TOTAL ASSETS</b>	<u><u>\$173,182</u></u>	<u><u>\$151,323</u></u>
<b>LIABILITIES</b>		
Accounts payable	\$5,120	\$7,284
Payroll withholdings payable	35,264	20,490
Deferred revenues		2,500
Lease payable	24,306	29,607
Net OPEB Obligation	45,360	23,015
Deposit due others	<u>54,129</u>	<u>40,333</u>
<b>TOTAL LIABILITIES</b>	<u><u>164,179</u></u>	<u><u>123,229</u></u>
<b>NET ASSETS</b>		
Invested in capital assets, net of related debt	40,933	40,744
Unrestricted	<u>(31,930)</u>	<u>(12,650)</u>
<b>TOTAL NET ASSETS</b>	<u><u>\$9,003</u></u>	<u><u>\$28,094</u></u>

**STATEMENT OF ACTIVITIES**

	<u>2010</u>	<u>2009</u>
<b>Judicial:</b>		
Personal services	\$484,196	\$472,091
Operating services	58,469	51,939
Materials and supplies	20,982	17,895
Travel	30,119	28,939
Intergovernmental	15,125	22,537
Depreciation expense	14,521	14,767
Interest expense	1,686	263
Transfer out (worthless check)	7,000	
<b>Total Program Expenses</b>	<u><u>632,098</u></u>	<u><u>608,431</u></u>
<b>Program revenues:</b>		
Charges for services	353,720	336,981
Commissions on fines and forfeitures	34,220	33,389
Operating grants and contributions	<u>225,004</u>	<u>234,570</u>
<b>Total program revenues</b>	<u><u>612,944</u></u>	<u><u>604,940</u></u>
<b>Net Program Expenses</b>	<u><u>(19,154)</u></u>	<u><u>(3,491)</u></u>
<b>General revenues</b>		
Other	<u>63</u>	<u>332</u>
<b>Change in Net Assets</b>	<u><u>(19,091)</u></u>	<u><u>(3,159)</u></u>
<b>Net Assets - Beginning of year</b>	<u><u>28,094</u></u>	<u><u>31,253</u></u>
<b>Net Assets - End of year</b>	<u><u>\$9,003</u></u>	<u><u>\$28,094</u></u>

## **Financial Analysis of the Government's Funds**

As noted earlier, the District Attorney of the Seventh Judicial District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the governmental funds is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of December 31, 2010, combined governmental fund balance of \$13,430 showed an increase of \$3,065 over December 31, 2009. The General Fund's portion of the unreserved, undesignated fund deficit of (\$1,332) shows a decrease (of approximately \$1,061) from the prior year amount.

### **General Fund Budgetary Highlights**

Changes in revenues of the General Fund original budget and the final budget were due to increases in fines and forfeitures and a decrease in fees, charges, and commissions for services, state grants and transfers in. Differences between expenditures of the General Fund original budget and the final budget were due primarily to an increase in personal services and operating services and a decrease in materials and supplies, travel and other charges, debt service, intergovernmental, and transfers out.

### **Capital Asset and Debt Administration**

**Capital assets.** The District Attorney of the Seventh Judicial District's investment in capital assets for its governmental activities as of December 31, 2010, amounts to \$65,239 (net of accumulated depreciation). This investment includes furniture and equipment. The increase in capital assets was \$9,409. There were no deletions for the year.

**Long-term debt.** The District Attorney of the Seventh Judicial District has debt outstanding of \$24,306 consisting of a lease payable.

The District Attorney of the Seventh Judicial District contributes to a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare insurance for eligible retirees through the district attorney's group health insurance plan. Net OPEB obligation associated with the Retiree Health Plan at December 31, 2010 is \$45,360.

### **Requests for Information**

This financial report is designed to provide a general overview of the District Attorney of the Seventh Judicial District's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the District Attorney of the Seventh Judicial District, Courthouse Building, Vidalia, LA 71373.

## **BASIC FINANCIAL STATEMENTS**

**Statement A**

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

Governmental Activities  
Statement of Net Assets  
December 31, 2010

<b>Assets</b>	
Cash and cash equivalents	\$86,783
Receivables	21,160
Capital assets (net)	<u>65,239</u>
Total Assets	<u>\$173,182</u>
<b>Liabilities</b>	
Accounts payable	\$5,120
Payroll withholding payable	35,264
Lease payable	24,306
Net OPEB Obligation	45,360
Deposits due others	<u>54,129</u>
Total Liabilities	<u>\$164,179</u>
<b>Net Assets</b>	
Invested in capital assets, net of related debt	\$40,933
Unrestricted	<u>(31,930)</u>
Total Net Assets	<u>\$9,003</u>

See accompanying notes to basic financial statements.

**Statement B**

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

STATEMENT OF ACTIVITIES  
December 31, 2010

**EXPENSES**

## Judicial:

Personal services	\$484,196
Operating services	58,469
Materials and supplies	20,982
Travel	30,119
Intergovernmental	15,125
Depreciation expense	14,521
Interest expense	1,686
Transfer out (worthless check)	<u>7,000</u>
Total Program Expenses	<u>632,098</u>

**REVENUES**

## Program revenues:

Charges for services	353,720
Commissions on fines and forfeitures	34,220
Operating grants and contributions	<u>225,004</u>
Total program revenues	<u>612,944</u>
Net Program Expenses	<u>(19,154)</u>

## General revenues-

Other	<u>63</u>
-------	-----------

Change in Net Assets	<u>(19,091)</u>
----------------------	-----------------

Net Assets - Beginning of year	<u>28,094</u>
--------------------------------	---------------

Net Assets - End of year	<u><u>\$9,003</u></u>
--------------------------	-----------------------

The accompanying notes are an integral part of this statement.

## Statement C

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana  
GOVERNMENTAL FUNDS

Combined Balance Sheet, December 31, 2010

	...MAJOR FUNDS...		
	GENERAL	IV-D SPECIAL REVENUE	
	FUND	FUND	TOTAL
<b>ASSETS</b>			
Cash	\$76,600	\$10,183	\$86,783
Receivables	5,730	15,430	21,160
<b>TOTAL ASSETS</b>	<u>\$82,330</u>	<u>\$25,613</u>	<u>\$107,943</u>
<b>LIABILITIES AND FUND EQUITY</b>			
Liabilities:			
Accounts payable	\$4,557	\$563	\$5,120
Payroll deductions payable	24,976	10,288	35,264
Deposits due others	54,129		54,129
Total Liabilities	<u>83,662</u>	<u>10,851</u>	<u>94,513</u>
Fund Equity:			
Fund balance(deficit) -unreserved - undesignated	<u>(1,332)</u>	<u>14,762</u>	<u>13,430</u>
Total Fund Equity	<u>(1,332)</u>	<u>14,762</u>	<u>13,430</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$82,330</u>	<u>\$25,613</u>	<u>\$107,943</u>

See accompanying notes and accountant's compilation report.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

Reconciliation of Governmental Funds  
Balance Sheet to the Statement of Net Assets

For the Year Ended December 31, 2010

Total Fund Balance at December 31 Governmental Funds (Statement C)		<u>\$13,430</u>
Cost of capital assets	\$214,324	
Less: Accumulated depreciation	<u>(149,085)</u>	<u>65,239</u>
Long term liabilities at December 31:		
Lease payable	(24,306)	
Net OPEB Obligation	<u>(45,360)</u>	<u>(69,666)</u>
Net Assets at December 31 (Statement A)		<u><u>\$9,003</u></u>

The accompanying notes are an integral part of this statement.

## Statement D

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

Governmental Funds  
Statement of Revenues, Expenditures, and Changes in Fund Balances  
For the Year Ended December 31, 2010

	....Major Funds....		
	General	IV-D	Total
<b>REVENUES</b>			
Intergovernmental revenues:			
Federal grants		\$195,004	\$195,004
State grants	\$30,000		30,000
Fees, charges, and commissions for services	303,220	50,500	353,720
Commissions on fines and forfeitures	34,220		34,220
Other revenues	63		63
Total revenues	<u>367,503</u>	<u>245,504</u>	<u>613,007</u>
<b>EXPENDITURES</b>			
Current:			
Judicial:			
Personal services and related benefits	229,373	232,478	461,851
Operating services	54,327	4,142	58,469
Materials and supplies	18,508	2,474	20,982
Travel and other charges	28,335	1,784	30,119
Intergovernmental	15,125		15,125
Debt service	6,987		6,987
Capital outlay	9,409		9,409
Total expenditures	<u>362,064</u>	<u>240,878</u>	<u>602,942</u>
Excess of revenues over expenditures	<u>5,439</u>	<u>4,626</u>	<u>10,065</u>
Other Financing Source (Use)			
Transfer in		6,500	6,500
Transfer out	<u>(6,500)</u>	<u>(7,000)</u>	<u>(13,500)</u>
Excess (Deficiency) of revenues and other source over expenditures and other use	<u>(1,061)</u>	<u>4,126</u>	<u>3,065</u>
<b>FUND BALANCES (Deficit) - BEGINNING</b>	<u>(271)</u>	<u>10,636</u>	<u>10,365</u>
<b>FUND BALANCES (Deficit) - ENDING</b>	<u><u>(\$1,332)</u></u>	<u><u>\$14,762</u></u>	<u><u>\$13,430</u></u>

See accompanying notes to basic financial statements.



DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

Reconciliation of Governmental Funds  
Statement of Revenue, Expenditures, and Changes  
in Fund Balances to the Statement of Activities

For the Year Ended December 31, 2010

Total net change in fund balances - governmental funds (Statement D)	\$3,065
Amounts reported for governmental activities in the Statement of Activities are different because:	
Capital outlays are reported in governmental funds as expenditures. However, in the statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceed depreciation for the period.	(5,112)
Payments of long-term debt, including contributions to OPEB obligation, are reported as expenditures in governmental funds. However, those amounts are a reduction of long-term liabilities in the Statement of Net Assets and are not reflected in the Statement of Activities.	(22,345)
Repayment of lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets	<u>5,301</u>
Change in net assets of governmental activities (Statement B)	<u><u>(\$19,091)</u></u>

The accompanying notes are an integral part of this statement.

**Statement E**

**DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana**

**Statement of Fiduciary Net Assets - Agency Fund**

December 31, 2010

	<u>SPECIAL ASSET FORFEITURE</u>	<u>WORTHLESS CHECK FUND</u>	<u>TOTAL</u>
<b>ASSETS</b>			
Cash and cash equivalents	<u>\$962</u>	<u>\$24,647</u>	<u>\$25,609</u>
<b>LIABILITIES</b>			
Deposits due others	<u>\$962</u>	<u>\$24,647</u>	<u>\$25,609</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

Notes to the Financial Statements  
As of and for the Year Ended December 31, 2010

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

As provided by Article V, Section 26 of the Louisiana Constitution of 1974, the district attorney has charge of every criminal prosecution by the state in his district, is the representative of the state before the grand jury in his district, and is the legal advisor to the grand jury. He performs other duties as provided by law. The district attorney is elected by the qualified electors of the judicial district for a term of six years. The judicial district encompasses the Parishes of Catahoula and Concordia, Louisiana.

The accompanying financial statements of the District Attorney of the Seventh Judicial District have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements-and Management's Discussion and Analysis -for State and Local Governments*, issued in June 1999.

**A. REPORTING ENTITY**

As the governing authority of the parish, for reporting purposes, the Concordia Parish Police Jury is the financial reporting entity for Concordia Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Concordia Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial responsibility. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and:
  - a. The ability of the district attorney to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the district attorney.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

2. Organizations for which the district attorney does not appoint a voting majority but are fiscally dependent on the district attorney.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury maintains and operates the parish courthouse in which the district attorney's office is located and provides partial funding for equipment, furniture and supplies of the district attorney's office, the district attorney was determined to be a component unit of the Concordia Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the district attorney and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the Concordia Parish financial reporting entity.

**B. BASIC FINANCIAL STATEMENTS - GOVERNMENT-WIDE STATEMENTS**

The district attorney's basic financial statements include both government-wide (reporting the district attorney as a whole) and fund financial statements (reporting the district attorney's major funds). Both government-wide and fund financial statements categorize primary activities as either governmental or business type. All activities of the district attorney are classified as governmental.

The district attorney reports the following major governmental funds:

The General Fund is the district attorney's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Title IV-D Fund consists of incentive payments and reimbursement grants from the Louisiana Department of Social Services, authorized by Act 117 of 1975, to establish family and child support programs compatible with Title IV-D of the Social Security Act. The purpose of the fund is to enforce the support obligation owed by absent parents to their families and children, to locate absent parents, to establish paternity, and to obtain family and child support.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

The Statement of Net Assets (Statement A) and the Statement of Activities (Statement B) display information about the reporting government as a whole. These statements include all the financial activities of the district attorney.

In the Statement of Net Assets, governmental activities are presented on a consolidated basis and are presented on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term obligations. Net assets are reported in three parts; invested in capital assets, net of any related debt; restricted net assets; and unrestricted net assets. The district attorney first uses restricted resources to finance qualifying activities.

The government-wide financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

**Program Revenues** - Program revenues included in the Statement of Activities (Statement B) are derived directly from parties outside the district attorney's taxpayers or citizenry. Program revenues reduce the cost of the function to be financed from the district attorney's general revenues.

**Allocation of Indirect Expenses** - The district attorney reports all direct expenses by function in the Statement of Activities (Statement B). Direct expenses are those that are clearly identifiable with a function. Indirect expenses of other functions are not allocated to those functions but are reported separately in the Statement of Activities. Depreciation expense, which can be specifically identified by function, is included in the direct expenses of each function.

### **C. BASIC FINANCIAL STATEMENTS - FUND FINANCIAL STATEMENTS**

The financial transactions of the district attorney are reported in individual funds in the fund financial statements. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Fund financial statements report detailed information about the district attorney. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column.

**DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT**

Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

A fund is a separate accounting entity with a self-balancing set of accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Funds are classified into three categories; governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. The district attorney's current operations require the use of only governmental funds. The governmental fund types used by the district attorney is described as follows:

**Governmental Fund Type**

**General Fund (District  
Attorneys' Expense)**

The General Fund was established in compliance with Louisiana Revised Statute 15:571.11, which provides that twelve per cent of the fines collected and bonds forfeited be transmitted to the district attorney to defray the necessary expenditures of his office.

**Special Revenue Funds**

Special revenue funds are used to account for the proceeds of specific revenue sources such as federal and state grants and fees for services. Those revenues are legally restricted, either by grant agreement or state law, to expenditures for specified purposes such as family and child support programs, and specified expenses of the district attorney's office.

**Fiduciary Fund Type - Agency Fund**

The agency worthless check fund is used as a depository for partial payments on the collection of worthless checks. Disbursements are made to merchants and to the sheriff's office when full amount is collected. The agency fund is custodial in nature (assets equal liabilities) and does not involve measurement of results of operations. The Special Asset Forfeiture Agency Fund accounts for all transactions involving money seized during controlled substance cases, sale of property seized during controlled substance cases and later declared forfeited by the courts, and the distribution of the above funds in accordance with Louisiana Revised Statute 40:2616. The fund was created by the Seizure and Controlled Dangerous Substance Property Forfeiture Act of 1989 and became effective January 1, 1990.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

**D. BASIS OF ACCOUNTING**

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurement made regardless of the measurement focus applied.

**1. Accrual:**

The governmental type activities in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

**2. Modified Accrual:**

The governmental fund financial statements are presented on the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Governmental funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The district attorney considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental funds use the following practices in recording revenues and expenditures:

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT

Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

**Revenues**

Commissions on fines and bond forfeitures are recorded in the year they are collected by the parish tax collector.

Fees from the collection of worthless checks are recorded in the year they are collected. Grants are recorded when the district attorney is entitled to the funds. Interest income on time deposits is recorded when the time deposits have matured and the interest is available. Substantially all other revenues are recorded when received.

Based on the above criteria, commissions on fines and bond forfeitures, and grants have been treated as susceptible to accrual.

**Expenditures**

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

**E. CAPITAL ASSETS**

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation.

Capital assets are reported in the government-wide financial statements but not in the fund financial statements. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes by the district attorney, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Furniture and fixtures	5 - 10 years
Vehicles	5 - 15 years
Equipment	5 - 20 years

**F. VACATION AND SICK LEAVE**

Employees of the district attorney's office receive from 5 to 15 days of non-cumulative vacation leave each year, depending on their length of service. Each employee is allowed 10



DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

days of sick leave each calendar year. There is no limit on the amount of sick leave that an employee can accumulate. However, at retirement or termination, the employee forfeits all unused sick leave.

#### G. RISK MANAGEMENT

The district attorney is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and injuries to employees. To handle such risk of loss, the district attorney maintains commercial insurance policies covering his automobile, professional liability and surety bond coverage. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended December 31, 2010.

#### H. CASH AND CASH EQUIVALENTS

Under state law, the district attorney may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The district attorney may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 2010, the district attorney has cash and cash equivalents (book balances) totaling \$112,392.

These deposits are stated at cost, which approximates market. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. Deposit balances (bank balances) at December 31, 2010, total \$149,642 and are fully secured by federal deposit insurance.

## 2. RECEIVABLES

The following is a summary of receivables at December 31, 2010:

	General Fund	Title IV-D Special Revenue Fund	Total
Intergovernmental revenues: Federal - Department of Health and Human Services		\$15,430	\$15,430
Fees, charges and commissions, etc.	\$5,730		5,730
Total	<u>\$5,730</u>	<u>\$15,430</u>	<u>\$21,160</u>

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

**3. CHANGES IN CAPITAL ASSETS**

A summary of changes in office equipment follows:

Balance, January 1, 2010	\$204,915
Additions	9,409
Deletions	<u>NONE</u>
Balance at December 31, 2010	<u>214,324</u>
Less accumulated depreciation	<u>(149,085)</u>
Net capital assets	<u>\$65,239</u>

**4. PENSION PLAN**

The district attorney and assistant district attorneys of the Seventh Judicial District are members of the Louisiana District Attorneys Retirement System (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

Assistant district attorneys who earn, as a minimum, the amount paid by the state for assistant district attorneys and are under the age of 60 at the time of original employment and all district attorneys are required to participate in the System. For members who joined the System before July 1, 1990, and who elected not to be covered by the new provisions, the following applies: Any member with 23 or more years of creditable service regardless of age may retire with a 3 percent benefit reduction for each year below age 55, provided that no reduction is applied if the member has 30 or more years of service. Any member with at least 18 years of service may retire at age 55 with a 3 percent benefit reduction for each year below age 60. In addition, any member with at least 10 years of service may retire at age 60 with a 3 percent benefit reduction for each year retiring below age 62. The retirement benefit is equal to 3 percent of the members' average final compensation multiplied by the number of years of his membership service, not to exceed 100 percent of his average final compensation.

For members who joined the System after July 1, 1990, or who elected to be covered by the new provisions the following applies: Members are eligible to receive normal retirement benefits if they are age 60 and have 10 years of service credit, are age 55 and have 24 years of service credit, or have 30 years of service credit regardless of age. The normal retirement benefit is equal to 3.5 percent of the members' final average compensation multiplied by years of membership service. A member is eligible for early retirement if he is age 55 and has 18 years of service credit. The early retirement benefit is equal to the normal retirement benefit reduced by 3% for each year the member retires in advance of normal retirement age. Benefits may not exceed 100 percent of average final compensation. The System also provides death and disability benefits. Benefits are established or amended by state statute.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

The system issues an annual publicly available report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana District Attorneys Retirement System, 2109 Decatur Street, New Orleans, Louisiana 70116-2091, or by calling (504) 947-5551.

Plan members are required by state statute to contribute 7.0 per cent of their annual covered salary and the district attorney is required to contribute at an actuarially determined rate. The current rate is 5 per cent of annual covered payroll. Contributions to the system include .2 per cent of the ad valorem taxes collected throughout the state and revenue sharing funds as appropriated by the legislature. The contribution requirements of plan members and the district attorney are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Seventh Judicial Districts' contributions to the System for the year ending December 31, 2010, 2009 and 2008 was \$4,060, \$1,450, and none for 2008, respectively. There were no required contributions for the first two quarters of 2009, and 2008 audit period.

Substantially all other employees of the Seventh Judicial district are members of the Parochial Employees Retirement System of Louisiana (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the district attorney are members of Plan A.

All permanent employees working at least twenty-eight hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 per cent of their final average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only before January 1, 1980, the benefit is equal to one per cent of final average salary plus \$24 for each year of supplemental-plan-only service earned before January 1, 1980, plus 3 per cent of final-average salary for each salary for each year of service credited after the revision date. Final average salary is the employees' average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefits accrued to their date of termination. The system also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System of Louisiana, Post Office Box 14619, Baton Rouge, Louisiana 70898-4619, or by calling (504) 928-1361.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

Under Plan A, members are required by state statute to contribute 9.50 per cent of their annual covered salary and the Seventh Judicial District is required to contribute at an actuarially determined rate. The current rate is 15.75 per cent of annual covered payroll. Contributions to the system also include one-fourth of one per cent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the Seventh Judicial District are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Seventh Judicial Districts' contributions to the System under Plan A for the years ending December 31, 2010, 2009, and 2008, were \$56,913, \$29,150, and \$34,902, respectively, equal to the required contributions for each year.

## **5. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

**Plan Description.** The District Attorney for the Seventh Judicial District contributes to a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). As required by state law (LSA-RS 16:516(A), the plan provides lifetime healthcare and life insurance for district attorneys who retire with at least twenty-five years of full-time service. The Retiree Health Plan does not issue a publicly available financial report.

Effective with the Year ending December 31, 2009, the District Attorney for the Seventh Judicial District implemented Government Accounting Standards Board Statement Number 45, *Accounting and Financial Reporting by Employers for Post employment Benefits Other than Pensions* (GASB 45). The statement has been implemented prospectively. Using this method, the beginning other post employment benefit (OPEB) liability is set at zero and the actuarially determined OPEB liability relative to past service (prior to January 1, 2009) will be amortized and recognized as an expense over thirty years.

**Funding Policy.** The district attorney's office is required to pay 100% of the cost of current year premiums for eligible retired district attorneys. For the year ended December 31, 2010, the District Attorney for the Seventh Judicial District made no contributions to the plan as there were no eligible retirees.

**Annual OPEB Cost and Net OPEB Obligation.** The district attorney's annual OPEB cost (expense) is calculated based on the annual required contribution (ARC) of the employer. The district attorney has elected to calculate the ARC and related information using the alternative measurement method permitted by GASB 45 for employers in plans with fewer than 100 total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and to amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the district attorney's annual OPEB costs for the year, the amount actually contributed to the plan, and changes in the district attorney's net OPEB obligation to the retiree health plan.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

Annual required contribution	\$28,745
Interest on net OPEB obligation	460
Adjustment to annual required contribution	None
Annual OPEB cost (expense)	29,205
Contributions made	(6,860)
Increase in net OPEB obligation	22,345
Net OPEB obligation at beginning of year	23,015
Net OPEB obligation at end of year	<u>\$45,360</u>

The district attorney's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year 2010 was \$28,745, 23%, and \$45,360, respectively.

**Funded Status and Funding Progress.** As of December 31, 2010, the actuarial accrued liability for benefits was \$414,090, all of which was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was \$58,004, and ratio of the unfunded actuarial accrued liability to the covered payroll was 713.90%.

The projection of future benefits for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**Methods and Assumptions.** Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. The following simplifying assumptions were made:

**Retirement age for active employees** - The current district attorney was assumed to retire at age 55, at which time he will have twenty-five years of service. The former district attorney retired at age 55 with twenty-nine years of service.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

*Marital status* - Marital status of the district attorney at the calculation date was assumed to continue throughout retirement

*Mortality* - Life expectancies were based on mortality tables from the National Center for Health Statistics. The 2003 United States Life Tables for Males and for Females, revised March, 2007, were used.

*Turnover* - Non-group-specific age-based turnover data from GASB Statement 45 was used as the basis for assigning the active member a probability of remaining employed until the assumed retirement age and for developing an expected future working lifetime assumption for purposes of allocating to periods the present value of total benefits to be paid.

*Healthcare cost trend rate* - The expected rate of increase in healthcare insurance premiums was based on projections of the Office of the Actuary at the Centers for Medicare and Medicaid Services. A rate of 5.5% initially, increased to an ultimate rate of 6.1% after ten years, was used.

*Health insurance premiums* - 2008 age-adjusted health insurance premiums for retirees were used as the basis for calculation of the present value of total benefits to be paid..

*Inflation rate* - A long-term inflation assumption of 3.9% was based on projected changes in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) in the 2009 Annual Report of the Board of Trustees of the Federal Old-Age and Survivors Insurance and Disability Insurance Trust Funds for an intermediate growth scenario.

*Payroll growth rate* - The expected long-term payroll growth rate for the district attorney was assumed to equal the rate of inflation.

Based on the historical and expected returns of the district attorney's short-term investments, a discount rate of 2.00% was used. In addition, a simplified version of the entry age actuarial cost method was used. The unfunded actuarial liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at December 31, 2008, was thirty years.

## 6. LEASES

The district attorney's office records items under capital leases as an asset and an obligation in the accompanying financial statements. Capital leases at December 31, 2010, is comprised of a lease-purchase agreement for the purchase of a 2010 Ford F-150, entered into on December 3, 2009, due in 60 monthly installments of \$585 through November, 2014, with an interest rate of 6.25 per cent per annum.

The following is a summary of future minimum lease payments, together with the present value of the net minimum lease payments, as of December 31, 2010:

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011	\$5,647	\$1,378	\$7,025
2012	6,012	1,013	7,025
2013	6,407	618	7,025
2014	6,240	198	6,438
Total minimum lease payments	<u>\$24,306</u>	<u>\$3,207</u>	<u>\$27,513</u>

**7. CHANGES IN GENERAL LONG-TERM OBLIGATIONS**

The following is a summary of changes in long-term obligation transactions for the year ended December 31, 2010:

Long-term obligations at January 1, 2010	\$29,607
Additions	NONE
Deductions	<u>(5,301)</u>
Long-term obligations at December 31, 2010	<u>\$24,306</u>

**8. CHANGES IN AGENCY FUND BALANCES**

A summary of changes in unsettled deposits due to others for the year ended December 31, 2010, follows:

Balance, January 1, 2010	\$35,173
Additions	198,333
Reductions	<u>(207,897)</u>
Balance, December 31, 2010	<u>\$25,609</u>

**9. LITIGATION AND CLAIMS**

At December 31, 2010, the district attorney is not involved in any litigation, nor is he aware of any unasserted claims.

**10. EXPENDITURES OF THE DISTRICT ATTORNEY  
NOT INCLUDED IN THE FINANCIAL STATEMENTS**

The accompanying financial statements do not include certain expenditures of the district attorney paid out of the funds of the criminal court, the parish police jury, or directly by the state.

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Notes to the Financial Statements (Continued)

**11. FUND DEFICITS**

At December 31, 2010, the General Fund has a deficit fund balance of \$1,332. The deficit will be eliminated by reducing expenditures and the Concordia Parish Police Jury has agreed to pay the salaries of the district attorneys office in the future.

**12. FEDERAL FINANCIAL ASSISTANCE**

For the year ended December 31, 2010, the district attorney participated in the following federal financial assistance programs:

<u>FEDERAL GRANTOR/ PASS-THROUGH GRANTOR NAME/ PROGRAM TITLE</u>	<u>PASS-THROUGH GRANTOR'S NUMBER</u>	<u>CFDA NUMBER</u>	<u>EXPENDITURES</u>
<b>UNITED STATES DEPARTMENT HEALTH AND HUMAN SERVICES</b>			
Passed through Louisiana Department of Social Services - Child Enforcement Title IV-D	509089	13.783	<u>\$195,004</u>



***Required Supplemental Information (Part II)***

## Schedule 1

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

Budgetary Comparison Schedule - General Fund  
For the Year Ended December 31, 2010

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
Intergovernmental revenues - state funds				
Department of Social Services	\$53,000	\$30,000	\$30,000	
Fees, charges and commissions for services	250,000	240,000	303,220	\$63,220
Commissions on fines and forfeitures	33,980	58,000	34,220	(23,780)
Other revenues	26,000	17,000	63	(16,937)
Total revenues	<u>362,980</u>	<u>345,000</u>	<u>367,503</u>	<u>22,503</u>
<b>Expenditures</b>				
Current:				
Judicial:				
Personal services and related benefits	227,862	248,019	229,373	18,646
Operating services	35,000	45,000	54,327	(9,327)
Materials and supplies	18,000	15,000	18,508	(3,508)
Travel and other charges	24,000	20,000	28,335	(8,335)
Intergovernmental	23,000	6,430	15,125	(8,695)
Debt service	1,000	51	6,987	(6,936)
Capital outlay	24,118	17,000	9,409	7,591
Total expenditures	<u>352,980</u>	<u>351,500</u>	<u>362,064</u>	<u>(10,564)</u>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<u>10,000</u>	<u>(6,500)</u>	<u>5,439</u>	<u>11,939</u>
Other Financing Sources (Use)				
Proceeds from sale of assets				
Transfer in	10,000	6,500		(6,500)
Transfer out	(20,000)		(6,500)	(6,500)
Total Other Financing Sources (Use)	<u>(10,000)</u>	<u>6,500</u>	<u>(6,500)</u>	<u>(13,000)</u>
<b>Excess (Deficiency) of Revenues and Other Source over Expenditures and Other Use</b>	<u>NONE</u>	<u>NONE</u>	<u>(1,061)</u>	<u>(1,061)</u>
<b>Fund Balance - Beginning</b>	<u>NONE</u>	<u>NONE</u>	<u>(271)</u>	<u>(271)</u>
<b>Fund Balance - Ending</b>	<u>NONE</u>	<u>NONE</u>	<u>(\$1,332)</u>	<u>(\$1,332)</u>

(Continued)

## Schedule 1

DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and  
Concordia, Louisiana

Budgetary Comparison Schedule  
IV-D Fund  
For the Year Ended December 31, 2010

	<u>Budget</u>	<u>Actual</u>	<u>Variance With Final Budget Positive (Negative)</u>
<b>Revenues</b>			
Intergovernmental revenues - Federal	\$195,004	\$195,004	
Fees, charges and commissions for services	50,500	50,500	
Total revenues	<u>245,504</u>	<u>245,504</u>	<u>NONE</u>
<b>Expenditures</b>			
Current:			
Judicial:			
Personal services and related benefits	232,478	232,478	
Operating services	4,142	4,142	
Materials and supplies	2,474	2,474	
Travel and other charges	1,784	1,784	
Total expenditures	<u>240,878</u>	<u>240,878</u>	<u>NONE</u>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<u>4,626</u>	<u>4,626</u>	
Other Financing Source (Use)			
Transfer in	6,500	6,500	
Transfer out	(7,000)	(7,000)	
<b>Excess (Deficiency) of Revenues and other Source over Expenditures and other Use</b>	<u>4,126</u>	<u>4,126</u>	
<b>Fund Balance - Beginning</b>	<u>10,636</u>	<u>10,636</u>	<u>NONE</u>
<b>Fund Balance - Ending</b>	<u>\$14,762</u>	<u>\$14,762</u>	<u>NONE</u>

(Concluded)

**District Attorney for the 7<sup>th</sup> Judicial District  
Parishes of Catahoula and Concordia, Louisiana**

**Required Supplementary Information  
Budgetary Comparison Schedules for Major Funds  
For the Year Ended December 31, 2010**

The proposed budget, prepared on the modified accrual basis of accounting, is made available for public inspection at least fifteen days prior to the beginning of each fiscal year. The budget is then legally adopted by the district attorney and amended during the year, as necessary. The budget is established and controlled by the district attorney at the object level of expenditure. The district attorney does not utilize encumbrance accounting. Appropriations lapse at year-end and must be reappropriated for the following year to be expended. All changes in the budget must be approved by the district attorney.

Formal budgetary integration is employed as a management control device during the year. Budgeted amounts included in the accompanying financial statement include the original adopted budget amounts and all subsequent amendments.

**District Attorney for the Seventh Judicial District  
District Attorney Health Care Plan  
December 31, 2010**

**Schedule of Funding Progress**

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability (AAL)</u>	<u>Unfunded Actuarial Accrued Liability (UAAL)</u>	<u>Funded Ratio</u>	<u>Covered Payroll</u>	<u>UAAL as a Percentage of Covered Payroll</u>
December 31, 2008	\$0	\$414,090	\$414,090	0.00%	\$58,624	706.35%
December 31, 2009	\$0	\$414,090	\$414,090	0.00%	\$58,004	713.90%

**Note:**

Generally accepted governmental accounting principles (GASB Codification Po50.131-132) requires that the schedule present information from the last three actuarial valuations. Because the requirements of GASB 45 were implemented starting with the year ended December 31, 2009, only two years are available. Additional information will be added after the next valuation. Subsequent to that, information will be presented for the latest three valuations.

**REPORTS REQUIRED BY  
GOVERNMENT AUDITING STANDARDS  
PART III**

**Independent Auditor's Report Required  
by *Government Auditing Standards***

The following independent auditor's report on compliance with laws, regulations, contracts and internal control is presented in compliance with the requirements of *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Louisiana Governmental Audit Guide*, issued by the Society of Louisiana Certified Public Accountants and the Louisiana Legislative Auditor.

**MARY JO FINLEY, CPA, INC.**

A PROFESSIONAL CORPORATION

116 Professional Drive - West Monroe, LA 71291

Phone (318) 329-8880 - Fax (318) 329-8883

**Report on Internal Control Over Financial  
Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed  
in Accordance Government Auditing Standards**

HONORABLE BRAD BURGET  
DISTRICT ATTORNEY OF THE  
SEVENTH JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana

I have audited the basic financial statements of the District Attorney of the Seventh Judicial District, a component unit of the Concordia Parish Police Jury, as of and for the year ended December 31, 2010 and have issued my report thereon dated May 24, 2011. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing my audit, I considered District Attorney of the Seventh Judicial District's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District Attorney of the Seventh Judicial District's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the District Attorney of the Seventh Judicial District's internal control over financial reporting.

*A deficiency in internal control* exist when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis.

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over financial reporting that I consider to be material weaknesses, as defined above.

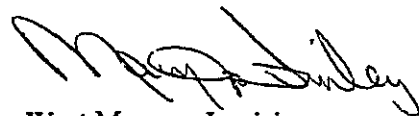


DISTRICT ATTORNEY OF THE  
Seventh JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana  
Independent Auditor's Report on Compliance  
And Internal Control Over Financial Reporting, etc.  
December 31, 2010

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether District Attorney of the Seventh Judicial District's basic financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that is required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the District Attorney of the Seventh Judicial District, management, and the Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:513(G), this report is distributed by the Legislative Auditor as a public document.



West Monroe, Louisiana  
May 24, 2011

**DISTRICT ATTORNEY OF THE SEVENTH  
JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana**

**Schedule of Findings and Questioned Costs  
For the Year Ended December 31, 2010**

**A. SUMMARY OF AUDIT RESULTS**

1. The auditor's report expresses an unqualified opinion on the general purpose financial statements of District Attorney of the Seventh Judicial District.
2. No instances of noncompliance material to the financial statements of District Attorney of the Seventh Judicial District was disclosed during the audit.
3. No significant deficiencies relating to the audit of the financial statements are reported in the Independent Auditor's Report on Internal Control.

**B. FINDINGS - FINANCIAL STATEMENTS AUDIT**

None

**DISTRICT ATTORNEY OF THE SEVENTH  
JUDICIAL DISTRICT  
Parishes of Catahoula and Concordia, Louisiana**

**Summary Schedule of Prior Audit Findings  
For the Year Ended December 31, 2010**

**The audit report for the year ended December 31, 2009, contained no audit findings.**